

MEMORANDUM

TO:

DCA Board Members, FY 2009 NSP Direct Allocation Applicants' and

RDC Executive Directors

FROM:

Brian William Assistant Commissioner

DATE:

March 18, 2009

SUBJECT:

Neighborhood Stabilization Program (NSP) Recipients' Workshop

The Georgia Department of Community Affairs will be conducting the FY 2009 NSP Recipients' Workshop on April 14th, 2009 at the Loudermilk Center, 40 Courtland Street, Atlanta, Georgia 30303.

The workshop is designed to provide NSP recipients with a broad overview of the program operational requirements and a more detailed briefing on Financial Management, Compliance and Administrative issues. Discussions will include drawdown protocols, contract issues, cost verification, and submission of outcome data. We will also discuss various compliance issues including, DCA monitoring and the handling of disallowed costs and ineligible expenditures. A copy of the NSP Recipients' Manual and other valuable information will be distributed during the workshop.

There will be a \$70.00 registration fee for attending; parking is included. A late charge of \$10.00 will apply for registrations received after April 6, 2009. This fee is an eligible expense for NSP Applicants and may be charged to your grant. Recipients are strongly urged to have adequate representation at the workshop. Staff responsible for the day-to-day administration of the program should attend.

If you have any questions or need additional information, please contact Lisa Smith at (404) 679-5276. We look forward to seeing you at the workshop.

To register for the workshop go to the DCA website at www.dca.ga.gov/communities/CDBG/programs/nsp.asp and register at the appropriate link.

Enclosure: Agenda

List of Hotels Directions





NSP Recipient's Workshop April 14, 2009 Loudermilk Conference Center

40 Courtland Street NE Atlanta, Georgia 30303

DRAFT AGENDA

8:00 – 9:00 AM	Registration	
8:00 – 9:00	Continental Breakfast	
9:00 – 9:30	Welcome, Program Overview	Brian Williamson
9:30 – 9:45	Award Package Review	Glenn Misner
9:45 – 10:15	Compliance	Rick Huber
10:15 – 10:30	BREAK	
10:30 - 11:00	Compliance con't.	Rick Huber
11:00 – 12:00	Program Operation	Glenn Misner; Steed Robinson
12:00 – 1:00	LUNCH - Provided	
1:00 - 2:00	Program Operation con't.	Glenn Misner; Steed Robinson
2:00 - 2:30	Drawdown Processes	Cindi Bernhardt; Crystal Shelly
2:30 – 2:45	BREAK	
2:45 - 3:30	Reporting Mechanisms	Maris Wynn; Rob Shaw
3:30 - 4:30	Program Monitoring	Glenn Misner
4:30 - 5:00	Q & A	
5:00	Adjourn	

HOTELS-DOWNTOWN ATLANTA

The Ellis Hotel

176 Peachtree Street NW Atlanta, GA 30303

484-523-5155

Wyndham **Baymont Inn** 175 Piedmont Ave NE

Atlanta, GA 30303 Phone 404-659-7777

Residence Inn by Marriott-Downtown

160 Rooms

211 Rooms

242 Rooms

11 Suites

134 Peachtree St. Atlanta, GA 30303 Phone: 404-522-0950 Toll free: 800-331-3131

Sheraton Hotel 727 Rooms 165 Courtland St. 22 Suites

Atlanta, GA 30303 Phone: 404-659-6500 Toll free: 800-833-8624

Atlanta Hilton & Towers-Downtown 1,224 Rooms 255 Courtland St. NE 42 Suites

Atlanta, GA 30303 Phone: 404-659-2000

Hyatt Regency Atlanta 1,264 Rooms 265 Peachtree St NE 58 Suites

Atlanta, GA 30303 Phone: 404-577-1234

Holiday Inn-Downtown 260 Rooms 101 Andrew Young International Blvd 3 Suites

Atlanta, GA 30303 Phone: 404-524-5555 Toll free: 800-535-0707

Marriott Marques 1976 Rooms 265 Peachtree Center Ave. 79 Suites

Atlanta, GA 30303 Phone: 404-521-0000

Ritz Carlton 444 Rooms 181 Peachtree Street NE 10 Suites

Atlanta, GA 30303 Phone: 404-659-0400

DIRECTIONS TO LOUDERMILK CENTER FOR THE REGIONAL COMMUNITY

Loudermilk Center for the Regional Community • 40 Courtland Street • Atlanta, GA 30303 • 404-507-1690

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From I-75/85 Northbound:

Exit #246 Central Avenue/ Fulton Street. Follow the signs to Fulton Street. At the light at the end of the ramp, turn right on Fulton Street. At the next light, turn left on Capitol Avenue. After crossing MLK Jr. Drive, Capital Avenue becomes Piedmont Avenue. Turn left onto Auburn Avenue, then left again onto Courtland Street. Loudermilk Center for the Regional Community will be on the right. Turn right onto Lynches Alley (the street after Auburn Ave. and before Edgewood Ave.) and park in the United Way parking deck.

From I-75/85 Southbound:

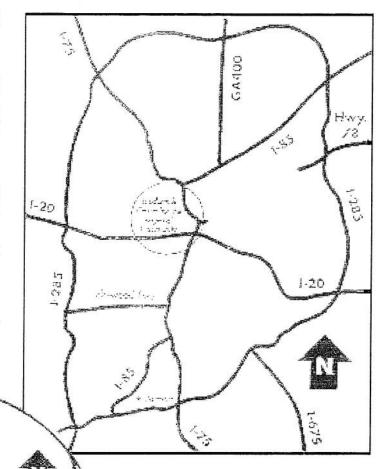
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Exit #249A- Courtland Street is one -way street going south. Loudermilk Center for the Regional Community will be on the right after Auburn Avenue. Turn right onto Lynches Alley (the street after Auburn Ave. and before Edgewood Ave.) and park in the United Way parking deck.

On MARTA Northbound or Southbound Line

Get off at the Peachtree Center Station, take the set of escalators to Ellis Street. Once you get to the street level, you will see the Georgia Pacific Building on your left. Cross in front of Georgia Pacific Building and take a left onto John Wesley Dobbs Avenue. At the first traffic light, go right onto Peachtree Center Avenue. Walk on Peachtree Center Avenue and make a left between The Woodruff Volunteer Center parking deck and The Woodruff Volunteer Center (United Way Building). The Loudermilk Center for the Regional Community will be on the left facing The Woodruff Volunteer Center (United Way Building).

Mark Contract



From I-20 Eastbound:

Exit #56B - Windsor/ Spring Street. Go straight to the third traffic light. Take a left on Central Avenue. Turn right onto Auburn Avenue, then right onto Courtland Street. Loudermilk Center for the Regional Community will be on the right. Turn right onto Lynches Alley (the street after Auburn Ave. and before Edgewood Ave.) and park in the United Way parking deck.

From I-20 Westbound:

Exit #58A - Capital Avenue turn right at the light. Stay on Capitol Avenue, which changes into Piedmont Avenue after crossing MLK Jr. Drive. Turn left onto Auburn Avenue, then left onto Courtland Street. Loudermilk Center for the Regional Community will be on the right. Turn right onto Lunches Alley (the street after Auburn Ave. and before Edgewood Ave.) and park in the United Way parking deck.